Project Response and Documentation Guidelines

In addition to the actual devising, composition, creation, build, and presentation of each project, you are also required to submit project documentation. This is in the form of a demo video and write-up with images.

This serves a number of purposes;

1. This encourages you to capture/document your project throughout the entire process.
2. This allows you the opportunity to create a set of deliverables that could be shared with others interested in your work (colleagues, peers, critics, galleries, etc.).
3. This requires you to reflect upon your work throughout the process, and at the end. This reflection will lead to individual and group insights, that will inevitably feedback into future iterations or projects.
4. It is critical that you learn how to discuss and present your work through written documents and videos. As you will be asked to do this constantly as a professional artist or creative.

Collecting Documentation

Throughout the entire devising, composition, development, iteration, build, and presentation processes you should document the project and work. This will necessarily compromise multiple forms, including, but not limited to;

- images/photos
- sketches/story-boards
- mock-ups
- mind-maps
- progress reflections
- artistic/aesthetic reflections
- pilot studies
- code snippets
- commit messages
- videos

- related work, artists, projects (literature review)

You should collect all of the above and more, throughout each project's life cycle. This will allow you to discuss your work thoroughly at the time of presentation, and in the subsequent video/paper documentation.

Team Work

For collaborative projects, you should identify, at the start of the project, how you will share resources amongst the team. This may be one of, or a combination of, any of the following;

- GitHub Repo
- Dropbox/Google Drive/Box directory
- Separate Slack conversation
- wordpress or medium site/account

Reflection and Technical Paper

One of the required outputs for each project will be a Reflection and Technical Report Paper.

This paper should be written utilizing the provided course paper template, available from this directory.

- Direct download for "Musick_Paper_Template.doc"

This paper is where you should discuss your project, in detail, with respect to;

- aesthetics
- conception
- reception
- technical information

Roughly speaking, this paper might be laid out in the following way;

Abstract

A brief description of the project (150-200 words)

1. Introduction

Please present the project in broad strokes, as well as what will be discussed in the paper.

2. Related Work

This section should describe related work by other artists, scientists, or engineers. This work should be discussed in terms of;

- how it differs from your project,
- how it influenced your project,

3. Detailed Project Description

Please describe your project in detail. This is a chance for you to discuss why you did what you did artistically, and what is novel about your project.

4. Artistic Development

Please discuss the development of artistic ideas, how you teased out the final product, where you came from, issues along the way, breakthoughs, etc.

This may be the section in which you discuss your project with respect to the *Project Specific Goals or Ideas* being explore.

5. Technical Details and Work

What technical challenges did you face? How did you solve these challenges. Discuss your iterative process.

6. Presentation and Reception

How was the work presented? How was it received? Where was it presented? Anything else?

7. Discussion

Please use this section to discuss the work in relation to the above sections. Are there any general findings, discoveries, information that cam about throughout this process that is significant? Discuss whether your project accomplished its goals set out by you? Discuss how the project fulfilled the goals and specifications for the project established for the class?

8. Future Work and Conclusions

In this section you should discuss what things you would do if you were to continue working on this project. You can also make suggestions for others to try or do, who may be working in a similar area, or inspired by your project.

Finally, you should include any last thoughts in this sections.

References

Please include any references here, formatted according to IEEE guidelines, as shown in the paper template.

Images and Such

You should include images, sketches, etc., from your collected documentation in your paper. These resources should be referenced in the text of the paper. Use the documentation you collected to drive the paper itself.

Video Documentation

Video documentation should offer viewers a complete sense of your project without ever having experienced it in person. This means that it should include video of the project during presentations, as well descriptive elements, such as voice-overs, build/process shots, or artistic goals.

You should take care to capture audio through high-fidelity means. This may require a multi-channel recording of the project with multiple microphones, as well as D/I feeds. Where appropriate, this may need to be synced with video documentation. Video documentation may also be best captured using multiple cameras.

These multiple captures of the piece, during presentation and throughout the development process, should be edited in post, with software such as Final Cut X or Adobe Premiere.

SUBMISSION

To submit your write up; Please e-mail me (michael.musick@umontana.edu) your documentation.

You should CC, your partner/s on this e-mail. So that I can see who all was involved.

In your email, you should attach a PDF version of your write-up, along with a link to video hosting site (i.e. YouTube or Vimeo) or dedicated webpage with embedded video.